

St Ninian's R.C. Primary School



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Head Teacher: Mrs. Angie Brack

1 December 2014

Dear Parent/ Guardian (P1 to P3 pupils)

FREE SCHOOL MEALS IMPLEMENTATION JANUARY 2015 – P1 to P3

You may be aware that from January 2015, all children in primary 1 to 3 across Scotland will have the option of having a free school meal every day.

Over the last year Children & Families has been carrying out surveys and from the findings has been putting equipment and procedures in place to make sure that we can accommodate the anticipated increase in the number of pupils having hot school meals at lunch times.

St Ninian's Primary School Procedure:

In order to ensure that each child is provided with the lunch that they wish, you will be required to complete and return a Weekly Main Meal Selection slip indicating your preferred choice of main meal. This will need to be completed a week in advance to allow the catering kitchens to order their supplies of ingredients in time. **The slip will be issued on a Monday and must be returned on Wednesday, ordering meals for the following week.** There will also be an option on the form to opt-out of school meals for that week, if you prefer.

If you forget to return the slip by Wednesday, then you will have to provide your child with a packed lunch for the whole of the next week because we cannot guarantee that the catering kitchen will have enough ingredients to cater for your child.

THESE CHANGES WILL TAKE PLACE ON Monday 15th December 2014 where you will be pre-ordering meals for week commencing 5th January 2015.

If your child is absent for part of the week, then we will arrange to complete the form with them on their return – and on your behalf – provided they return to school by Wednesday..

If your child is absent for a whole week, then you will need to either visit the office to arrange to complete the form by Wednesday OR provide your child with a packed lunch for the whole of the following week.

If your child is on a whole-day trip, then we will replace the pre-selected hot main meal with a packed lunch.

If you would like to find out more information on this, Children & Families has prepared a frequently asked questions and answers sheet. This is available on the schools website and on the City of Edinburgh Council website at www.st-ninians.btck.co.uk and www.edinburgh.gov.uk.

The current menu is available from:

http://www.edinburgh.gov.uk/downloads/download/571/primary_school_lunch_menus

Paper copies of the menu are available from the school office.

Yours sincerely

Mrs Angie Brack
Head Teacher